

JOB DESCRIPTION

JOB IDENTIFICATION	
Job Title	Early Intervention Worker (Prevention and Engagement Team)
Reports To	Team Leader – Prevention & Early Interventions
Direct Reports	Students, Volunteers and apprentices, when required
Location	Newcastle
Hours	16 hours per week
Salary	NJC 20-29 (£19,238 - £25,694) Pro-rata
Date Updated	July 2015

JOB PURPOSE
<ul style="list-style-type: none"> To work within the Prevention and Engagement Team one of the components that comprises Newcastle's recovery-orientated treatment system for drug and alcohol users. To deliver Early Intervention, Brief Intervention and Prevention work and training for professionals to targeted individuals who use drugs and/or alcohol across Newcastle. To work flexibly and holistically to engage clients in to services to support them to access appropriate treatment, services and care. To communicate effectively with those delivering outreach within the city, to ensure that individuals are engaging proactively and being referred appropriately. To work collaboratively with services, internally and externally, and to develop effective pathways, to ensure cohesive and seamless transition for service users. To work within a strengths-based, recovery-orientated, change and outcomes focused approach that promotes service users, families and communities as responsible co-producers of health, wellbeing and recovery.

MAIN DUTIES AND RESPONSIBILITIES
<p>Service delivery:</p> <ul style="list-style-type: none"> To provide advice, information, signposting, advocacy and support to caseload of service users who use drugs and/or alcohol. To comprehensively assess and develop care plans that are recovery focused and address identified need. To provide services that are appropriate for this client group, this includes referrals/liaison with mental health services, criminal justice agencies and both acute and community based treatment provision. To deliver targeted group work, if required. To ensure that service users are fully informed about their treatment options, are involved in and consent to decisions about their support, and are encouraged to take opportunities to achieve recovery. To work collaboratively and proactively with other teams and managers within the Newcastle treatment system, to ensure that services are fully coordinated and are working collectively towards the achievement of recovery goals, and positive outcomes for each individual client To deliver targeted early intervention, brief advice and intervention and prevention work as part of a holistic care plan. <p>Case Management:</p> <ul style="list-style-type: none"> To attend and receive supervision from line management.

- To maintain up to date client records and documentation in relevant case management systems within agreed timeframes.
- Produce reports and case studies as directed by management.
- To attend relevant training/conferences as directed by management.
- Attend and participate in team meetings, and other groups and forums when required.

Partnership Working

- To work with key stakeholders on behalf of service users.
- To liaise with partners, in line with information sharing protocols.
- To respond to calls and take general enquiries.
- To support the team to deliver training where appropriate.

GENERAL DUTIES

- To personify a positive, collaborative and recovery-focused work ethic.
- To present a professional appearance, help maintain an orderly working environment and act at all times to uphold the good reputation of Lifeline Project.
- To attend meetings at appointed times, maintain professional personnel and service user records and meet deadlines.
- To work flexibly across the whole service, including providing duty, late working and weekend cover as required.
- To proactively maintain professional knowledge and practice and attend, use and contribute to supervision and team meetings effectively.
- To assess risk and safeguarding issues, undertake risk and need assessments when appropriate and report any potential risk and safeguarding issues to ensure staff, service users and children are protected.
- To work within professional boundaries maintaining safety and appropriate confidentiality at all times.
- To demonstrate commitment to Lifeline's statements of Mission, Vision and Values and strategy, ensuring that they inform, and are embedded within, service delivery and practice.
- To ensure services and duties are delivered in compliance with the law and relevant national and local policies, standards and guidance, including the CQC, PHE, NICE and other quality standards.
- To read and comply with all published Lifeline policies and procedures, at the start of your employment and again whenever they are added to or changed, as available on the Lifeline staff website.
- To not disclose to anyone other than in the proper course of your employment or where required by law, any information of a confidential nature relating to Lifeline, its business or customers. This duty will continue to apply after termination of your employment. Guidance on standards expected can be found in Lifeline's Confidentiality Policy

To carry out responsibilities with clear regard to Lifeline's Equal Opportunities, Health and Safety, and other relevant employee focused policies and procedures.

JOB DESCRIPTION AGREEMENT

This is an outline job description and may be subject to change according to the needs of the job, in consultation with the post holder.

Job Holder's Signature		Date
Post Holder's Signature		Date

Early Intervention Worker

All criteria are Essential unless otherwise indicated

Experience (through paid or voluntary work)

- Experience in providing a range of recovery orientated evidence-based treatment including both drug and alcohol interventions to substance misusers
- Experience or an understanding of providing interventions that support individuals to develop their personal strengths, including CBT, MI one to one, groups – both structured and unstructured.
- Experience of an understanding of providing interventions that support individuals to develop their personal strengths and recovery capital
- Experience of delivering structured group work. **(desirable)**

Knowledge

- An in-depth understanding and knowledge of the harmful effects associated with drug/alcohol misuse in relation to health, social welfare, housing, employability and personal relationships.
- An understanding/awareness of current national policies on substance misuse and the strategies that influence the priorities of treatment services.
- Understanding of harm minimisation, treatment, recovery, and throughcare and aftercare principles
- An in-depth knowledge and understanding of the treatments and interventions available to substance misusers
- A knowledge and understanding of policies related to the safeguarding of children and vulnerable adults and how these influence practice.
- An understanding of models of recovery, and the role of the community in supporting recovery.
- An understanding of effective models of intervention delivery including CBT and MI, TCU Mapping/node link mapping.
- Awareness of enhanced counselling manuals for adaptive treatment.

Education and Training

- NVQ level 3 in Health and Social Care, and/or equivalent professional qualification (e.g. Health Care, Nursing, Social Work, equivalent overseas qualification)
- Knowledge of National Policy frameworks that underpin interventions with substance misusers i.e National Strategy, NICE Guidelines, Routes to Recovery Models of Care, QuADs and DANOS.

Skills and abilities

- The ability to quickly establish rapport with service users and to use assertive techniques to engage them and ensure they maintain their recovery journey
- The ability to undertake accurate and comprehensive assessments of need, identifying levels of risk, recovery potential and to establish immediate and longer term recovery goals.
- The ability to implement recovery-focused support plans that demonstrate a detailed knowledge of a range of resources to facilitate progress towards recovery goals
The ability to use a range of therapeutic techniques and approaches and to deliver programmes of interventions which are effective in facilitating progress towards recovery goals
- The ability to produce written reports to a standard that is acceptable to a range of audiences (internal and external).
- The ability to organise, coordinate and prioritise caseloads
- The ability to maintain accurate and detailed case records within given deadlines.
- The ability to use data management systems for the effective recording of performance and service user data.
- Flexibility of approach to problem solving and goal achievement that demonstrates an ability to use a range of treatment and recovery-enhancing resources.
- Commitment to working collaboratively with co-workers, colleagues in other agencies, and external services to facilitate positive recovery outcomes for service users.

- Commitment to sharing knowledge, expertise and learning with colleagues (co-workers, volunteers, other professionals) in order to improve standards of practice within the service and the wider treatment environment.
- Commitment to continuous improvement in professional competence and skills in order to provide a high standard of recovery-focused care to service users.

Additional Factors

- A commitment to equality of opportunity and anti-discriminatory practice that is reflected in professional relationships with service users, colleagues and the general public.
- A desire to work within, and contribute to, a culture that is positive, dynamic, forward thinking and outcomes-focused.
- A non-judgmental attitude towards people affected by substance use.